



MOUNT WAVERLEY HEIGHTS PRIMARY SCHOOL

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6 February 2017

'Information Exchange Night'- Thursday 16 February, 2017

Dear Parents,

This year's 'Information Exchange' meetings for parents of students in Years 1 to 6 will be held on **Thursday 16 February**. The purpose of this exchange is to enhance partnerships between home and school. The sharing of relevant background information such as a child's academic strengths, their social and emotional competencies, their family circumstances or medical/health information, can be invaluable to a teacher catering for a child in their care. Parents are encouraged to share with their child's teacher any background information they believe relevant to their child, which may influence their learning and/or wellbeing. Please be assured that any information provided will be treated sensitively and with utmost confidentiality.

Please find a 'getting to know your child' questionnaire attached to this letter. **We ask that parents fill in this questionnaire and bring it with them to exchange**, as a starter for discussion.

We will also be using the online booking system 'Student and Parent Portal', which allows families to book their own meeting time. Last year we asked you to register to use our Parent Portal and those families that have already completed this will be able to log on using their username and password that they created. If you do not remember your password then click on the 'Forgot Password' link on the login screen to go through the process to create a new one.

<https://sentral.mountwaverleyheightsps.vic.edu.au/portal/login>

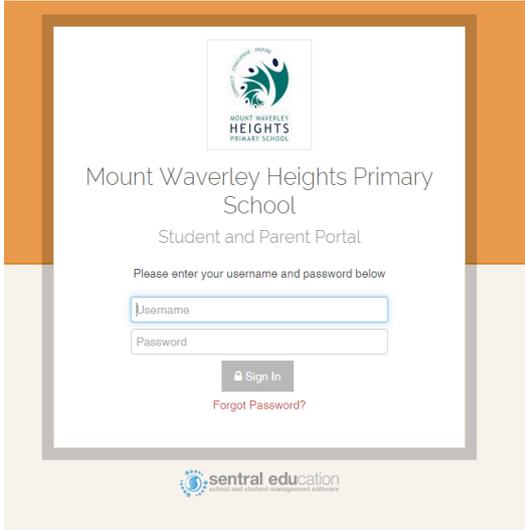
I would recommend that you do not book your meetings for multiple children back to back, that way you allow time to make it to your next appointment. If you are unavailable to attend the information exchange night then please see your class teacher to make other arrangements.

Families who have not yet registered to login to the 'Student and Parent Portal' will find a letter attached with a 'family key' and further instructions on how to register.

Should you have any issues with the process then please contact the Office on 9807 8120 for further assistance.

Kind Regards,

Sharon Reiss-Stone
Principal



Getting to know your child – Information Exchange Questionnaire

Confidential Background Information (Please bring this completed questionnaire to the appointment with your child's teacher)

Dear Parents,

In preparation for the Information Exchange, we would like to build a picture of your child as a learner. We are interested in your perceptions of your child's strengths and interests, as well as any areas in which you feel attention is needed. Thank you for your cooperation and we look forward to working with you this year.

Child's Name: _____ **Grade:** _____

Person completing form: _____ **Relationship to student:** _____

1. Please detail any academic strengths/concerns you believe your child demonstrates. Eg Maths, English-Reading/ Writing, Science.	Comment:
2. Do you have any concerns regarding your child's social or personal development?	Comment:
3. Do you wish to comment on any of your child's interests, traits, fears, special talents/abilities etc?	Comment:
4. What is one goal you would like to set for your child this year?	Comment:
5. Anything else you would like to add?	Comment:

Thank You